

DUTY STATEMENT		
CLASSIFICATION: Planner II-EFS	POSITION NUMBER: 710-4756-052	CBID: R01
WORKING TITLE: Project Lead	DIVISION: Siting, Transmission & Environmental Protection	
DATE PREPARED: January 29, 2010	OFFICE: Compliance and Dockets	
KEY: (E) IS AN ESSENTIAL AND (M) IS A MARGINAL FUNCTION		

Under the general direction of the Compliance Program Supervisor, the incumbent will function as a compliance program working team leader for one or more staff approved project modifications to Commission decisions. The incumbent will simultaneously act as a compliance working team lead on the more complex operational power plant facilities projects. Provide review and comments for siting projects conditions of certification in the licensing review process. When necessary, the incumbent will also perform project coordinator duties in support of the Planner III Project Managers assigned for the most difficult and complex amendments and construction projects. Assist the Planner I working team leads as necessary.

WORKING CONDITIONS

The work is performed in an indoor office and/or meeting room, to include periodic outdoor settings involving sitting, standing, and/or walking in construction environments. Travel is required to participate in workshops, hearings and operational power plant site visits. Additional hours beyond an eight-hour workday or forty-hour workweek may be required.

DUTIES AND RESPONSIBILITIES

While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, utilizing a personal computer and appropriate Commission software such as word processing, electronic mail and Internet; participate in and lead meetings with other staff and with other agencies. The incumbent will:

- 50% Critically review, evaluate and process the more complex compliance submittals to assure continued project compliance with the conditions of certification for operational power plants and the Commission energy facility decisions. (E)
- 20% Act as working team lead within the compliance program to ensure consistency of compliance requirements for all staff approved project modifications and the conditions required in the Commission's energy facility decisions. (E)
- 10% Conduct periodic on-site operational power plant site visits and inspections of energy facilities. Provide direction and coordinate with our delegate agencies to assure

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PAGE 2

continued compliance with the conditions of certification in the Commission energy facility decision. Conduct periodic facilities audits when necessary.(E)

- 5% Resolve the Compliance issues by conducting compliance-specific meetings or workshops with the appropriate parties, and providing review, comment, and approval for solutions to the issues. (E)
- 5% Formulate strategy for resolving technical and policy issues associated with amendments and compliance projects and recommend and present strategies to Division management, Commission committees, in regulatory proceedings before the Commission, to project licensees, to other governmental agencies and to the public. (M)
- 5% Assist as designated, in the place of the Compliance Program Manager, Supervisor, or Planner III Project Manager. Assist in the development, updating and implementation of the Compliance Manual. (M)
- 5% Perform other duties as required, consistent with the specifications of this classification. (M)

SIGNATURES	
I CERTIFY THAT I AM ABLE TO PERFORM, WITH OR WITHOUT THE ASSISTANCE OF A REASONABLE ACCOMMODATION, THE ESSENTIAL JOB DUTIES OF THIS POSITION	
<hr/> Vacant Employee	<hr/> Jack Caswell Supervisor
Date	Date